



**ARIZONA DEPARTMENT OF ECONOMIC SECURITY**

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Janet Napolitano  
Governor

David A. Berns  
Director

December 10, 2003

**WORKFORCE INFORMATION MEMO (WIM) # 08-03**

**SUBJECT:** Local Workforce Investment Area (LWIA) Requests for Technical Assistance/Capacity Building Funds – WIA PY 2003

**REFERENCE:** P.L. 105-220, §134(a)(2)(A) and B

Under the Workforce Investment Act (WIA), a portion of WIA funds allocated to the State *must* be reserved by the Governor to carry out certain required statewide employment and training activities. These activities include: (1) provision of *incentive grants* to local areas for regional cooperation among Local Workforce Investment Boards (LWIBs), local coordination, and exemplary performance outcomes; and (2) provision of *Technical Assistance/Capacity Building (TA/CB)* in support of local areas that fail performance, as well as other local efforts to improve WIA program operations within the One-Stop system.

At its December 2, 2003 meeting, the Governor's Council on Workforce Policy (GCWP) voted to approve funding for the two activity categories above as follows:

(1)	Incentive Grants	\$ 375,000
(2)	Technical Assistance/Capacity Building	<u>250,000</u>
	<b>TOTAL</b>	<b>\$ 625,000</b>

The GCWP Executive Committee further recommended that \$125,000 of the \$250,000 in TA/CB funds be awarded to local areas based upon the traditional request process approved by the Governor's Council. The remaining \$125,000 would be earmarked for upcoming training and technical assistance for Virtual One-Stop (VOS), beyond the vendor contracted training; assisting local areas in changing business practices to maximize the use of VOS; and for training related to current performance measures and the new performance measures expected under WIA Re-authorization. With this in mind, TA/CB funding as approved for PY 2003 obliges us, along with local program directors, to scrutinize funding requests to ensure that they are aligned with the recommendations.

The Employment Administration/WIA is currently in receipt of several local TA/CB requests that were submitted prior to the December Council meeting. These requests and others to be submitted to us that involve PY 2003 discretionary funds must be considered in light of the Council's recent spending recommendations.

Please feel free to contact me at (602) 542-1784 if you have questions. As always, your cooperation is appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "DRE", is positioned above the typed name.

David R. Ellis  
Program Administrator (Interim)  
Employment Administration/WIA

DRE:PG:kds